

Utah Department of Human Services
Working 4 Utah Implementation and Operations Schedule
As of August 1, 2008

Department of Human Services Administration Building at 120 North 200 West in Salt Lake City will be closed on Fridays beginning the week of August 4, 2008.

Office of Recovery Services main office in Salt Lake City at 515 East 100 South will be closed on Fridays beginning the week of August 4, 2008. Other Office of Recovery Services offices will be closed on Fridays beginning the week of September 1, 2008. Critical customer services will still be available by telephone in-state toll free at 1-800-662-8525.

Utah State Hospital is a 24-hour per day facility and will remain open although some administration and support functions will go to 4 ten-hour days.

Utah State Developmental Center is a 24-hour per day facility and will remain open with the following exceptions. **The Administration, Rose and Heather buildings** will be closed on Fridays including the functions of administration, human resources, supplies and maintenance. All direct care services such as nursing, medical, dental, pharmacy, and technicians will not be impacted.

Juvenile Justice Services' Training Unit and Salt Lake Case Management located at 3522 S. 700 W. will also close on Fridays. Additional Friday closures beginning the week of August 4 include JJS Ogden Case Management and Internal Investigations located at the Ogden Regional Center; Moab Case Management; Office of Rural Programs Administration and Cache Valley Outreach Program. Juvenile Justice Services operates 24 hour per day facilities that will remain open on Fridays.

Central office of the Division of Substance Abuse and Mental Health will be closed on Fridays. Local service delivery is provided by the counties and local authorities and can continue to be accessed through current contacts.

Central office of the Division of Aging and Adult Services will be closed on Fridays. Local service delivery for aging services is provided by the counties and local authorities and can continue to be accessed through current contacts. Adult Protective Services intake will continue to be provided on Fridays. **To report adult abuse call 1-800-371-7897.** Call local law enforcement immediately if there is an emergency. Electronic referrals can be submitted on the Division website.

Central office of the Division of Child and Family Services will be closed on Fridays and **local offices** will phase in over the next two months. Critical functions such as intake of referrals, court and shelter hearings, and investigations of child abuse and neglect will be performed by on call staff on Fridays and weekends. If you suspect abuse or neglect is occurring, call the **Child Abuse/Neglect Hotline at 1-800-678-9399.** Call local law enforcement immediately if there is an emergency.

Division of Services for People with Disabilities offices will be closed on Fridays.

Office of Licensing and Office of Public Guardian will be closed on Fridays.

If you need emergency assistance on Friday please call the **Working 4 Utah Hotline, 801-538-1808.**